



Carlos Jackson
Executive Director

**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

April 4, 2006

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVE A COMMUNITY DEVELOPMENT BLOCK GRANT ADVANCE
CONTRACT AMENDMENT WITH VOLUNTEERS OF EAST LOS ANGELES (1)
(3 Vote)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve a Community Development Block Grant (CDBG) Advance Contract Amendment with the Volunteers of East Los Angeles, presented in substantially final form, to increase the contract amount by \$10,000, from \$24,000 to \$34,000, for the Volunteers of East Los Angeles project, using CDBG funds allocated to the First Supervisorial District, to be effective following approval as to form by County Counsel and execution by all parties.
2. Instruct the Executive Director of the Community Development Commission, acting as agent the County of Los Angeles, to execute the attached CDBG Advance Contract Amendment and any necessary non-monetary amendments thereto.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The CDBG Advance Contract Amendment will allow the Volunteers of East Los Angeles to continue to provide services to low- and moderate-income at-risk youth, severely disabled persons and seniors.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The proposed CDBG Advance Contract Amendment will be funded with a total of \$10,000 in CDBG funds allocated to the First Supervisorial District.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Volunteers of East Los Angeles, a non-profit organization, assists approximately 2,000 predominately low- and moderate-income at-risk youth, severely disabled persons and seniors, in participating in community projects through volunteerism. The Volunteers of East Los Angeles project links individuals, groups and families with volunteer activities and facilitates access to various resources, information and referrals for common services.

On May 24, 2005, your Board approved the CDBG 2005-2006 One-Year Action Plan for the Thirty-first Program Year (July 1, 2005 through June 30, 2006), which included \$24,000 in CDBG funds for the Volunteers of East Los Angeles project. Additional CDBG funds are necessary to continue operations through the end of the fiscal year and will be used to pay partial staff salaries and benefits for the Volunteers of East Los Angeles' Executive Director and Program Coordinator. The project is located at 133 N. Sunol Drive, Room 113, City of Los Angeles.

Should the Volunteers of East Los Angeles require additional or replacement personnel during the term of the contract, it will give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program who meet the minimum qualifications for the open positions. Volunteers of East Los Angeles will contact the County's GAIN/GROW Division for a list of participants by job category.

The minority and female composition of the Board of Directors and staff of Volunteers of East Los Angeles is provided with this letter as Attachment A.

The attached standard CDBG Advance Contract Amendment is being presented in substantially final form, and will be effective following approval as to form by County Counsel and execution by all parties.

ENVIRONMENTAL DOCUMENTATION:

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. The action is not subject to the provisions of California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT:

The project meets the HUD national objective of serving at least 51 percent low- and moderate-income persons. The proposed Amendment will allow the Volunteers of East Los Angeles to continue serving this population.

Respectfully submitted,

CARLOS JACKSON
Executive Director

Attachments: 2

ATTACHMENT A

COMMUNITY DEVELOPMENT BLOCK GRANT ADVANCE CONTRACT AMENDMENT WITH VOLUNTEERS OF EAST LOS ANGELES

Participation of Minorities and Women

Board of Directors

Total: 8
8 Minorities
3 Women
100% Minority
38% Women

Employees

Total: 2
2 Minorities
2 Women
100% Minority
100% Women

The Commission encourages the participation of minorities and women in the contract award process including: providing information about the Commission at local and national conferences; conducting seminars for minorities and women regarding the Commission's programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations which represent minorities and women. The above information has been voluntarily provided by the Volunteers of East Los Angeles

The recommendation to approve the CDBG Advance Contract Amendment with the Volunteers of East Los Angeles is being made in accordance with federal regulations, and without regard to race, creed, color, gender, religion or sexual orientation.

**COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
ADVANCE CONTRACT
AMENDMENT NUMBER 1**

Project Title: **VOLUNTEERS OF EAST LOS ANGELES (VELA)**

Project Number: **600130-05**

CONTRACT NUMBER: **101555**

THIS AMENDMENT TO CONTRACT is made this ____ day of _____ 2006, by the County of Los Angeles, hereinafter called the "County," acting by and through the Executive Director of the Community Development Commission of the County of Los Angeles, and the **Volunteers of East Los Angeles**, hereinafter called the "Operating Agency."

WITNESSETH THAT:

WHEREAS, the County and the Operating Agency previously entered into a Community Development Block Grant Program Advance Contract, Contract Number **101555**, Community Development Project Number **600130-05**, dated **July 1, 2005**; and;

WHEREAS, County and Operating Agency desire to amend said Contract in order that Operating Agency may better implement the project.

NOW, THEREFORE, in consideration of the mutual undertakings herein, the parties agree that said Contract Number **101555** be amended as follows:

1. **COMPENSATION AND METHOD OF PAYMENT** has been amended to show a total compensation amount of thirty-four thousand dollars (**\$34,000**). This is an increase of ten thousand dollars (**\$10,000**) to the compensation amount.
2. **Section 7, Compliance with Laws**, is amended to add the following language: The Supervision of Trustees and Fundraisers For Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring subrecipients to complete the "Charitable Contributions Certification" form included as an Attachment to this contract, the Commission seeks to ensure that all non-profit agencies that contract with the Commission and receive or raise charitable contributions comply with California law in order to protect the Commission and its taxpayers. A subrecipient that receives or raises charitable contributions without complying with its obligation under California law commits a material breach, which is cause for contract termination.
3. All other terms and conditions of said Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the County and the Operating Agency, through their duly authorized officers, have executed this amendment as of the date first above written.

COUNTY OF LOS ANGELES

VOLUNTEERS OF EAST LOS ANGELES
Operating Agency

By: _____
CARLOS JACKSON, Executive Director
Community Development Commission
of the County of Los Angeles

By: _____
Title: _____

APPROVED AS TO FORM:

APPROVED AS TO PROGRAM:

RAYMOND G. FORTNER, JR.
County Counsel

CARLOS JACKSON, Executive Director
Community Development Commission
of the County of Los Angeles

By: _____
Deputy

By: _____
Director, CDBG